

Settore Mobilità Internazionale e Servizi agli Studenti Ufficio Mobilità Internazionale Via Aurelio Saffi, 2 - 61029 Urbino (PU) Tel. +39 0722 305325 Fax +39 0722 304409 internationalmobility@uniurb.li



DECRETO RETTORALE N. J85/2021

IL RETTORE

Premesso che:

- il Programma Erasmus+ favorisce la dimensione internazionale dell'istruzione e della formazione, in particolare attraverso la cooperazione tra gli istituti dei paesi aderenti al Programma e dei paesi partner;
- nell'ambito del Programma Erasmus+ è istituita un'Azione Chiave specifica KA107 rivolta alla mobilità internazionale verso i paesi partner;
- è stata approvata dall'Agenzia Nazionale Erasmus+ INDIRE una proposta di progetto di attività/mobilità internazionale nell'ambito dell'Azione Chiave KA107 Call 2020 che coinvolge il nostro Ateneo e la Private Institution University "Kyiv School of Economics" (Ucraina):
- la collaborazione con la Private Institution University "Kyiv School of Economics" (Ucraina) rientra tra gli obiettivi di internazionalizzazione di Ateneo;
- sono in corso le procedure di stipula e firma della convenzione Erasmus con la Private Institution University "Kyiv School of Economics" (Ucraina);
- si rende opportuno procedere all'emanazione del presente bando, finalizzato a favorire e regolamentare la mobilità per studenti dall'Istituzione Partner verso l'Università di Urbino nell'ambito del progetto sopra citato per l'anno accademico 2021/2022;
- l'effettiva realizzazione delle mobilità trova applicazione nell'ambito delle norme e misure di contenimento per prevenire i contagi derivanti dall'emergenza sanitaria da Covid-19 assunte da Paesi e Istituzioni Partner.

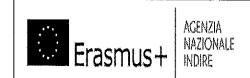
Visti:

- il regolamento UE n. 1288/2013 del Parlamento Europeo e del Consiglio, dell'11 dicembre 2013, che istituisce Erasmus+, il programma dell'Unione per l'istruzione, la formazione, la gioventù e lo sport:
- la comunicazione della Commissione Europea "Education, Audiovisual and Culture Executive Agency" datata 11 dicembre 2013, protocollo in entrata n. 35957 del 30 dicembre 2013, con oggetto "Erasmus + Programme. Erasmus Charter for Higher Education (ECHE). Call for Proposals (EAC/S06/2013), Selection Year 2014;
- la guida del Programma Erasmus+, Versione 25 agosto 2020;
- la comunicazione dell'Agenzia Nazionale Erasmus+ INDIRE relativa alla pubblicazione del bando per la richiesta di finanziamenti finalizzati alla realizzazione di iniziative di mobilità e progetti nell'ambito del Programma Erasmus+ KA107;
- la comunicazione dell'Agenzia Nazionale Erasmus+ INDIRE, relativa all'esito positivo della valutazione della candidatura Azione KA107 proposta dall'Università degli Studi di Urbino progetto n. 2020-1-IT02-KA107-078860 e all'attribuzione dei finanziamenti;
- le disposizioni nazionali contenute nell'Allegato IV della Convenzione n. 2020-1-IT02-KA107-078860 con cui si individuano gli importi dei contributi unitari indicati dalle tabelle comunitarie in materia di mobilità studenti Erasmus+, fatte salve eventuali modifiche che potranno essere apportate a tali importi per l'anno accademico 2021/2022 e che saranno prontamente rese note;
- l'addendum n. 1 alla Convenzione n. 2020-1-IT02-KA107-078860 con cui si individuano le regole finanziarie e contrattuali aggiuntive applicabili solo ai progetti che organizzano attività virtuali a causa del Covid-19;
- la nota n. 4/2020 del 19 giugno 2020 dell'Agenzia Nazionale Erasmus+ INDIRE, e relativi allegati, con cui si delineano le nuove disposizioni derivanti dall'emergenza Coronavirus per la gestione delle mobilità studenti/staff KA107;
- la nota n. 5/2020 del 09 settembre 2020 dell'Agenzia Nazionale Erasmus+ INDIRE, e relativi allegati, con cui si delineano le ulteriori disposizioni derivanti dall'emergenza Coronavirus per la gestione delle mobilità studenti/staff KA107.

Richiamati:



Settore Mobilità Internazionale e Servizi agli Studenti Ufficio Mobilità Internazionale Via Aurelio Saffi, 2 - 61029 Urbino (PU) Tei. +39 0722 305325 Fax +39 0722 304409 internationalmobility@uniurb.lt



- lo Statuto dell'Università degli Studi di Urbino Carlo Bo emanato con Decreto Rettorale n. 138/2012 del 02 aprile 2012, e modificato con Decreto Rettorale n. 228/2020 del 24 giugno 2020;
- la delibera del Senato accademico n. 195 del 19 Dicembre 2017 e la delibera del Consiglio di Amministrazione n. 334 del 22 Dicembre 2017, con cui si approva l'accordo sul programma di Doppio Titolo "Laurea Magistrale in Economia e Management" rilasciato dall'Università di Urbino e "Master of Science in Economics Analysis" rilasciato dalla Kyiv School of Economics;
- la delibera n. 24/2020 del 25 febbraio 2020, con cui si ratifica il Decreto Rettorale d'Urgenza n.
 2/2020 del 7 febbraio 2020 con cui si approva la richiesta di finanziamento relativa ai nuovi progetti con i paesi partner (KA107) e relative richieste di mobilità e si autorizza l'Ufficio Mobilità Internazionale a trasmettere le informazioni richieste all'Agenzia Nazionale Erasmus+ INDIRE;
- il Decreto Rettorale d'Urgenza n. 15/2021 del 16 aprile 2021 da sottoporre a ratifica del Senato Accademico con cui l'Ateneo autorizza l'assegnazione delle risorse:
- il Decreto Rettorale d'Urgenza n. 17/2021 del 16 aprile 2021 da sottoporre a ratifica del Consiglio di Amministrazione con cui l'Ateneo autorizza l'assegnazione delle risorse;
- le comunicazioni intercorse con la referente del progetto KA107 con la Private Institution University "Kyiv School of Economics" (Ucraina) per l'Università degli Studi di Urbino Carlo Bo, prof.ssa Laura Gardini;
- gli esiti delle riunioni a sostegno di tale iniziativa presiedute dal Delegato del Rettore, Prof. Walter Balduini,

DECRETA

di approvare il bando di concorso per mobilità ai fini di studio dall'Istituzione Partner (incoming) verso l'Università di Urbino nell'ambito del Programma Erasmus+ KA107 con la Private Institution University "Kyiv School of Economics" (Ucraina) per l'anno accademico 2021/2022 come da testo sotto riportato.

ERASMUS + PROGRAM KEY ACTION 107 "INTERNATIONAL CREDIT MOBILITY" INCOMING STUDENTS MOBILITY (D.R. n. / 2021)

This Call is divided into three sections: Section I - Features of the Erasmus + KA107 Program; Section II - Application procedure and selection; Section III - Fulfillments for the carrying out of the mobility.

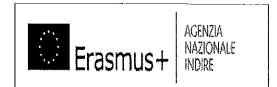
All information contained in this Call is subject to the provisions of Annex I - Additional financial and contractual rules applicable to virtual mobilities due to Covid-19.

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SECTION I FEATURES OF THE ERASMUS + KA107 PROGRAM

Art. 1 - General information and purposes

This Erasmus + KA107 Call defines the procedures for participation, selection and allocation of resources aimed at supporting the mobility of students from the Private Institution University "Kyiv School of Economics" (Ukraine) to the University of Urbino Carlo Bo.

According to the KA107 project presented by the University of Urbino and approved by the Erasmus + INDIRE National Agency and based on the allocated resources, **2 student mobilities can befinanced**. During their stay at the University of Urbino, students will carry out learning activities aimed at achieving the Double Degree "Master's Degree in Economics and Management" issued by the University of Urbino and "Master of Science in Economics Analysis" issued by the Kyiv School of Economics.

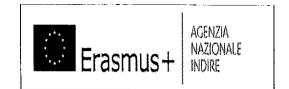
The Double Degree program contributes to raising educational standards and to increasing interest in the subjects of the Master's Degree programs in Italy and Ukraine, thus extending the knowledge acquired thanks to the collaboration between the two Institutes to young students of the Master in Economics Analysis, on innovative and significant topics in terms of socio-economic activities.

Art. 2 - Recipients

Students regularly enrolled in the Master in Economics Analysis of the Private Institution University "Kyiv School of Economics" (Ukraine).



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Art. 3 - Incompatibility

- a) Regardless of their number and type (Erasmus for Studies and / or Erasmus Traineeship), Erasmus + mobilities cannot exceed a period of 12 months in the second cycle (two-years Master's Degree). Mobilities or mobility periods not subsidized by European Union funds (for example, mobility extensions) are also counted for the purpose of calculating the maximum number of months.
- b) Students awarded an Erasmus + mobility grant cannot simultaneously receive grants or funding made available by the European Union under other Programs.
- c) Graduating before the end of the mobility period is not allowed, under penalty of forfeiture of the scholarship and refund of any sums received.
- d) Carrying out a mobility in one's own Country of residence is not allowed.

Art. 4 - Eligible activities

Learning activities aimed at obtaining the Double Degree "Master's Degree in Economics and Management" issued by the University of Urbino and "Master of Science in Economics Analysis" issued by the Kyiv School of Economics.

The mobility, to be carried out **during the second year of the Master's Degree course**, includes the attendance - and the taking of the related exams - of the following courses, delivered at the University of Urbino Carlo Bo: Economics and Business Management (8 CFU); International Business Management (8 CFU); Corporate Strategies (8 CFU); International Trade Law (6 CFU).

Art. 5 - Period and duration

Stays financed under the Erasmus + 2021/2022 Program must take place continuously over the period between 1 June 2021 and 30 September 2022, in accordance with the start and end of the activities provided by the University of Urbino.

The mobility duration is **3 months**; in any case, the mobility cannot last less than 3 months (90 days), nor longer than 12 months. The student who interrupts their stay abroad prematurely is required to return the sums received for the unrealized days of mobility.

Art. 6 - Financial contribution

The following information is subject to the provisions of Annex I - Additional financial and contractual rules applicable to virtual mobilities due to Covid-19.

Students awarded an Erasmus + mobility grant must be up-to-date with the payment of the enrollment fees at the Private Institution University "Kyiv School of Economics" (Ukraine) and are exempt from paying the enrollment fees at the University of Urbino.

The financial contribution is provided through funds allocated by the European Commission, represented in Italy by the Erasmus + INDIRE National Agency.

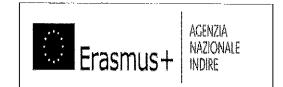
6.1 - Contribution to mobility costs

The student mobility grant is a flat rate grant calculated at a monthly rate. Grants are a contribution towards the costs of the planned Erasmus+ mobility period:

Round trip travel costs:	€ 275.00 (flat rate) *
Individual support fees:	€ 850.00 per month **



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- * The trip must take place no more than one day before and no more than one day after the dates indicated in the certificate of attendance issued by the host institution. In the event that the participant stays for personal reasons beyond the certified period, travel expenses will not be recognized.
- ** The total grant amount is calculated on the basis of the actual days of mobility, as attested in the certificate of attendance. For the purpose of calculating the contribution, each month is considered equal to 30 days. In case of incomplete months, the contribution is calculated by multiplying the number of days of the incomplete month by 1/30 of the monthly unit cost.

6.2 - Contribution for special needs

Erasmus + scholarship-winning students with proven special needs relating to physical, mental or health conditions (in possession of a certificate of disability) are required to report it to the International Mobility Office by sending an e-mail to studerasmus@uniurb.it (indicate in the subject "special needs"). The contribution is subject to funds made available by the Erasmus + INDIRE Agency and is paid on the basis of the real costs related to disability incurred during the mobility. The reimbursement, when applicable, is made on the basis of medical documentation and supporting documents submitted to this effect.

Art. 7 - Insurance coverage

It is own responsibility of the winning students to provide for a personal insurance for the whole period of their stay in Italy.

SECTION II APPLICATION PROCEDURE AND SELECTION

Art. 8 - Available grants and evaluation criteria

According to the KA107 project presented by the University of Urbino and approved by the Erasmus + INDIRE National Agency and based on the allocated resources, **2 student mobilities can be financed**.

The selection of candidates is carried out by a specific Commission, appointed by Rector's Decree. The Commission assigns the score to candidate students, up to a maximum of 30 points, in compliance with the following parameters (1+2+3):

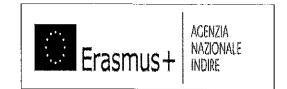
- 1) Bachelor's Degree
- a) in Economics: 10 points;
- b) in a different discipline: 5 points;
- 2) Grades of the Bachelor's Degree certificate
- a) Excellent: 10 points;
- b) Good: 5 points;
- 3) Grades of the Master's Degree course exams passed on the application's submission date:
- a) mainly grade A: 10 points;
- b) mainly grade B: 5 points;
- c) mainly grade C: 2 points.

Art. 9 - Language requirements

The minimum level of knowledge of the English language required is B1.



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Art. 10 - Application procedure

The application deadline is **May 15 2021 at 12:00 (CET)**. Applicants need to fill in the form available on the page https://www.uniurb.it/concorsi/5831, taking care to attach the necessary documents for the assessment, as described in Art. 8; in particular, in this regard it is possible to attach:

- -certificate of Bachelor Degree, with translation in English of the title of the Bachelor course, the title of the thesis, and of the final grade, confirmed by the sending Institution;
- -certificate of the grades of the Master's Degree course exams passed on the application's submission date, confirmed by the sending Institution;
- copy of a valid identity document.

All documents must be sent via email to <u>studerasmus@uniurb.it</u> (indicate in the subject "Application KSE").

Art. 11 - Ranking

The Commission in charge formulates a specific merit ranking for the assignment or eligibility for the Erasmus grant. Should two candidates obtain the same score, priority in the ranking goes to the candidate:

- a) who has not already carried out an Erasmus mobility in the same study cycle;
- b) with a minor age.

The ranking - approved by Rector's Decree - is published on the page https://www.uniurb.it/concorsi/5831.

Art. 12 – Grant acceptance

Following the publication of the ranking, the "winning" student is required to confirm acceptance by sending an e-mail to studerasmus@uniurb.it, within the deadline specified in the Rector's Decree approving the ranking.

Winners who do not complete such procedure will lose all right to the mobility.

Art. 13 - Scrolling of the ranking

After the deadline for acceptance (see Art. 12), in the event of renunciation or failure to confirm the grant awarded by the assignees, the International Mobility Office will contact the next suitable candidates in the ranking by e-mail to their institutional mailing address. The communication will also indicate the deadline for acceptance.

SECTION III FULFILLMENTS FOR THE CARRYING OUT OF THE MOBILITY

Art. 14 - Requirements before departure

Before the mobility begins, students are required to:

1. submit the financial agreement, i.e. the contract between the University of Urbino and the Erasmus student, to the International Mobility Office. The agreement is sent by the International Mobility Office to the student's institutional mailing address. Any modification or integration to the agreement must be requested in writing through a formal notification sent to the International Mobility Office, via



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Aurelio Saffi, 2 61029 Urbino (PU) or by e-mail at studerasmus@uniurb.it and must be approved by the University of Urbino;

- 2. submit the learning agreement, duly signed by the referring Professor in Urbino and in the home University, to the International Mobility Office;
- 3. be up to date with the payment of the student contribution at the home institution;
- 4. enroll at the University of Urbino, by strictly following the instructions sent by the latter to the student's institutional mailing address;
- 5. check the level of insurance coverage required by the host Country;
- 6. if non-EU citizens, arrange to obtain a visa from the home Country to study in Italy;
- 7. sign the document relating to the possible risks associated with carrying out mobility in a pandemic situation.

All communications from the University of Urbino are sent to the student's institutional email address.

Art. 15 - Learning Agreement

The learning agreement is a study contract signed by the student, the home University and the host University before the start of the mobility period; it represents a mandatory document to carry out the Erasmus mobility and to obtain recognition of any learning activity successfully completed during the period of study abroad.

Students will obtain academic recognition of activities carried out abroad provided that these have been carried out with profit and that they are reported in the transcript of records.

Art. 16 – Renunciation of the mobility period

In case of renunciation, the student is required to promptly notify their home Institution and Urbino's International Mobility Office (by e-mail to the address studerasmus@uniurb.it).

Art. 17 - Requirements during the mobility

The student needs to have their certificate of attendance filled in (with the date of arrival) and signed by the International Mobility Office in Urbino. The certificate must then be sent to their home Institution.

Art. 18 - Requirements at the end of the mobility

At the end of the mobility period, the student needs to:

- 1. have their certificate of attendance filled in (with the date of departure) and signed by the International Mobility Office in Urbino;
- 2. submit their final learning agreement to the International Mobility Office in Urbino;
- 3. receive a transcript of records, document issued by the host University and certifying the activities carried out during the mobility, with relative marks and number of credits.

Art. 19 - Evaluation questionnaire / narrative report (EU Survey)

At the end of the mobility period, the participant needs to complete and submit an online Narrative Report no later than 30 days after receiving a specific invitation e-mail.



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Art. 20 - Grant repayment

The Participant is required to repay all or part of the financial contribution received in the event of:

- a) mobility of less than 90 days;
- b) failure to deliver the necessary documents within the established deadlines;
- c) failure to submit the Narrative Report;
- d) absence of earned ECTS in the absence of serious reasons (to be documented at the International Mobility Office).

Art. 21 - Person in charge of the administrative procedure

Pursuant to the law of 7 August 1990, n. 241 and subsequent amendments, the person in charge of the procedure referred to in this Call is Dr. Gessica Cirenei, International Mobility Office (e-mail studerasmus@uniurb.it).

The provisions of this Announcement, designed to ensure the transparency of all phases of the procedure and the criteria and procedures for the appointment of the selection boards and the person in charge of the procedure, are in implementation of the law of 7 August 1990, n. 241 and subsequent amendments.

Participants have the right to exercise the right of access to the proceedings in accordance with current legislation. The request, addressed to the Rector, must be sent to the Protocol and Archives Office, via Saffi n. 2 61029 Urbino (PU) no later than 12.00 on the seventh consecutive day from the date of publication of the ranking in the Official University Register.

The holder of the substitute power is Dr. Simona Pigrucci, head of the International Mobility and Student Services Sector.

Art. 22 Scientific Project manager

The Scientific Project manager is Professor Laura Gardini (laura.gardini@uniurb.it).

Art. 23 - Personal data protection

In compliance with the principles of lawfulness, correctness, transparency, adequacy, relevance and necessity pursuant to art. 5, paragraph 1 of the GDPR (EU Regulation 2016/679), pursuant to art. 13 of the GDPR Regulation - EU 2016/679 and of Legislative Decree 196/2003 and subsequent amendments, the personal data provided by candidates at the time of enrollment in the selection procedure will be collected by the Offices of the University of Urbino Carlo Bo, in as data controller, and processed, by authorized personnel, in paper and electronic form in the ways and within the limits necessary to pursue the management purposes of the insolvency procedure. The data will be stored in accordance with the rules on the conservation of administrative documentation.

The information is available at the link:

http://blog.uniurb.it/wp-content/files_mf/1540157915Uniurbinformativastudenti.pdf.

The Data Protection Officer (DPO) is Eng. Mauro Raimondi, tel. 0722305234 e-mail: rpd@uniurb.it.

Urbino, 23 aprile 2021

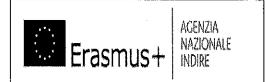


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Annex I Additional rules applicable to mobilities in the event of a Covid-19 pandemic

Article 1: virtual mobilities

Due to Covid-19 prevention measures and restrictions, the mobility could be started in virtual mode. Should evolutions of the health emergency allow it, the mobility can be completed with a period of "physical" activity in presence; if, on the other hand, the persistence of restrictions does not allow it, the entire mobility period can be virtual.

Article 2: financing of virtual mobilities

- 2.1 Remote virtual mobilities, where the student takes advantage of the educational offer provided online by the foreign Institute without physically going to the host Country, **are not eligible for funding**. In the event that the student physically concludes the mobility abroad, he / she may receive the contribution due for the days of mobility carried out physically.
- 2.2 Mobilities of students who go to the host Country to follow virtual activities are eligible for full funding. Their actual presence in the host Country will be confirmed by the host Institution through the usual documentation, such as confirmation of arrival or transcript of records.

Article 3: recognition of activities carried out during virtual mobility

Full recognition of the results obtained through the activities carried out both in the period of virtual mobility and of physical mobility will be guaranteed.

Should the Ministry of Foreign Affairs and International Cooperation advise against travel to the destination or if the host Institute and / or the University of Urbino Carlo Bo, after consulting the parties involved, consider the sending / permanence of students unsafe, the mobility period may be suspended, modified, interrupted or canceled.

Students are invited to carefully evaluate the risks associated with the period of mobility abroad in the situation of great uncertainty due to the ongoing health emergency.

In particular, before the mobility starts, students will be required to sign a document where they declare, under their own responsibility:

- a) to implement mobility for motivated study needs;
- b) to be aware of and to assume any risks related to the spread of the SARS-CoV-2 infection while carrying out the activity abroad, even in the event of a worsening of the epidemiological situation (for example: lockdown, quarantine, limitations of the conditions of transport, limitations of access to the host University facilities and possible obtaining of a visa);
- c) to be aware that the mobility is in any case subject to acceptance by the host Institution and that acceptance or conditions may be subject to change in consideration of the evolution of the emergency situation;
- d) to have checked the current regulations and safety protocols of the host Institution and of the host Country, with particular reference to any internal subdivision into specific areas of the epidemiological risk, thus relieving the University of Urbino Carlo Bo from any responsibility for the consequences of a possible infection from SARS-CoV-2;
- e) to assume the additional costs incurred as a result of a possible worsening of the epidemiological situation and the consequent health measures adopted, even without prior notice, by the competent Italian authorities and / or by transport carriers (airlines, railways, urban and extra-urban public transport) and therefore to relieve the University of Urbino Carlo Bo from any expenditure;



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- h) to keep constantly updated and to observe the rules for the prevention and management of the emergency situation from Covid-19 and, in particular, to have read and accepted and scrupulously followed the provisions provided by the Country of destination (such as any quarantine, restrictions and other specific health measures), as reported on the portal http://www.viaggiaresicuri.it/;
- i) to have registered their trip on the portal of the Ministry of Foreign Affairs and International Cooperation: https://www.dovesiamonelmondo.it/home.html and to undertake to communicate their presence, duration and reason to the diplomatic-consular representations residence and address abroad;
- j) to have read and accepted the conditions for providing services at the destination University, such as the methods of carrying out online teaching, any failure to access basic services such as University accommodation and canteens, any obligation stipulation of supplementary insurance coverage and anti Covid-19 vaccination;
- k) to have acknowledged that the anti Covid-19 vaccination allows to reduce the risk of contagion;
- I) to promptly inquire, possibly before departure, on the health procedures in force in the host Institution, with particular reference to the emergency from infection from SARS-CoV-2;
- m) to have evaluated the opportunity to take out a new or supplementary health policy for further coverage and which expressly includes the healthcare costs in the context of the Covid-19 emergency;
- n) to have evaluated the advisability of taking out travel insurance in the event of cancellations or delays due to the Covid-19 emergency.

ATTESTATO DI CONFORMITA'

La sottoscritta Catia Rossi, in qualità di Referente della tenuta dei Registri dei Decreti Rettorali, dei Decreti del Direttore Generale e dei Decreti del Dirigente dell'Area Economico Finanziaria,

attesta, ex art. 23-ter del D.Lgs. n. 82/2005 e s.m.i., la conformità tra il contenuto in formato elettronico e quello cartaceo conservato presso la Segreteria del Direttore Generale.

F.to Catia Rossi

Firma autografa sostituita a mezzo firma digitale ai sensi e per gli effetti dell'art. 24 del Decreto Legislativo n. 82/2005 e s.m.i.